IllinoisJobLink.com Training Video Creating a Resume

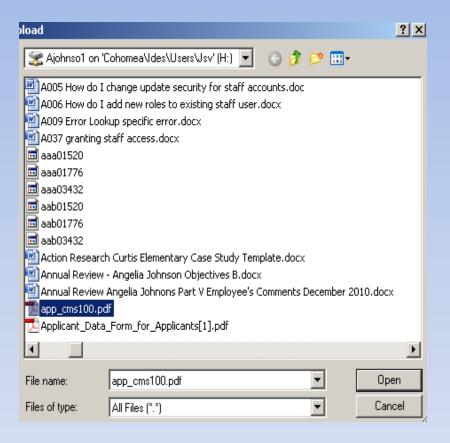
New Resume

What type of job are you looking for? Tell us about the job you'd like to find. This information will not appear on your resume, but will help us better match you to prospective jobs.

Resume Title*	Dental Hygienist
What job are you looking for?*	Dental Hygienist Enter the job title.
Relevant Work Experience*	5 years and 0 months Enter the total number of years and months of your work experience that are relevant to the work you are seeking. The months must be less than twelve. If you have nothing to enter in either or both fields, enter zero.
Education level	Bachelor's Degree ▼
Are you willing to move to another location for work?*	Yes ▼
In what area would like to find employment?*	123 fake st., Chicago, IL 60603 Enter your home street address unless the location of your primary work search is elsewhere. If you do not have a home street address to enter we recommend that you enter the address of your local state workforce center. Your resume will display to employers that conduct resume searches for your designated area and that are within the one-way commuting distance you set. This is for job-matching purposes only.
What is the maximum distance you are willing to commute to work one-way?*	15
Are you willing to travel as a requirement of the job?*	Yes ▼ This does not refer to your willingness to commute to work from your home every day.
What is the salary type for your desired salary?*	Annual •
Enter your desired salary as a number.*	80000 For example: 30000 for annual, 12.00 for hourly or 0.75 for per mile amounts.
Are you seeking full-time or part-time work?*	Full-time ▼
What is your preferred shift to work?*	□ay ▼
Are you willing to accept temporary work?*	Yes ▼
Do you have a valid driver's license?*	Yes ▼
File	Choose File No file chosen Create Resume Cancel
	Colour Resultio California

New Resume What type of job are you looking for? Tell us about the job you'd like to find. This information will not appear on your resume, but will help better match you to prospective jobs. Dental Assistant Resume Title* What job are you looking for?* Registered Dental Assistant (RDA) Enter the job title. Relevant Work Experience* years and 3 months Enter the total number of years and months of your work experience that are relevant to the work you are seeking. The months must be less than twelve. If you have nothing to enter in either or both fields, enter zero. Education level Bachelor's Degree Yes 🕶 Are you willing to move to another location for work?* 4108 S. Prairie Avenue, Chicago, IL 60653 In what area would like to find employment?* Enter your home street address unless the location of your primary work search is elsewhere. If you do not have a hor street address to enter we recommend that you enter the address of your local state workforce center. Your resume w display to employers that conduct resume searches for your designated area and that are within the one-way commut distance you set. This is for job-matching purposes only. What is your preferred shift to work?* Yes 🕶 Are you willing to accept temporary work?* Yes 🔻 Do you have a valid driver's license? Browse... File

Create Resume



Resume was successfully created.

6 Matches

Dental Hygienists

Dental Hygienists: Clean teeth and examine oral areas, head, and neck for signs of oral disease. May educate patients on oral hygiene, take and develop x rays, or apply fluoride or sealants.

Occupational Health and Safety Specialists

Occupational Health and Safety Specialists: Review, evaluate, and analyze work environments and design programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors. May conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals. May be employed in the public or private sector. Includes environmental protection officers.

Dental Laboratory Technicians

Dental Laboratory Technicians: Construct and repair full or partial dentures or dental appliances.

Dental Assistants

Dental Assistants: Assist dentist, set up equipment, prepare patient for treatment, and keep records.

Dentists, General

Dentists, General: Examine, diagnose, and treat diseases, injuries, and malformations of teeth and gums. May treat diseases of nerve, pulp, and other dental tissues affecting oral hygiene and retention of teeth. May fit dental appliances or provide preventive care.

Orthodontists

Orthodontists: Examine, diagnose, and treat dental malocclusions and oral cavity anomalies. Design and fabricate appliances to realign teeth and jaws to produce and maintain normal function and to improve appearance.

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Objective Statement

The following Objective Statements are based upon the type of work you are seeking. You may select one, edit it later, or if none of these seem suitable for you, then you can skip this step and write your own later.

Objective template statements

- To build a long-term career as a "Physician Assistant" utilizing my recent obtained "Master's Degree" to provide quality patient care at a state of the art medical facility.
- Attain full-time employment with an organization providing quality/compassionate care and service to patients and their families.
- To join a company that offers me a stable and positive atmosphere and inspires me to enhance and therefore to innovate the work culture for the betterment of all parties concerned.
- To join an interactive organization that offers me a constructive workplace for communicating and interacting with customers and people.
- Attain full-time employment as an Information Technology Specialist with a company that offers internal opportunities for growth and advancement.
- Full-Time/Part-Time position which will enable me to use my strong accounts tracking skills, prior work experiences, and ability to work well with multiple departments in a large corporate setting.
- Obtain an internship in a "generica" position to contribute towards company successes while pursuing my "associates/bachelors/masters'a degree in "generica".
- "generical position where my "generical experience can be fully utilized to improve customer satisfaction and enhance the company brand name.
- A Precent high school/college graduate seeking a position as a Pgeneric to develop and improve my skills while contributing to the team and organization.

Update Resume

Resume was successfully updated.

Template statements

- 『10』 years' experience in 『customer service, administrative and graphic design』
- Computer literate: Word, Excel, Access, database, A+ Certification, Internet, email, familiar with PowerPoint
- Willing to take on additional responsibilities and challenges
- Displays excellent time management with high attention to detail
- Works effectively as a team member
- "Administrative Support/Office Manager/Clerical』 with 『10』 years' experience in a 『medical』 office
- Professional known for making managerial decisions, using discretion and processing highly confidential information

Update Resume

Address Book				
Use this page to manage your contact information.				
Label 🗦		Contact Information		Delete
Address		123 fake st. Chicago, IL 60603		Delete
Phone Number		312-793-9700		Delete
Email Address		First.Name@illinois.gov		Delete
Add an Address	Add a Phone Number	Add an Email Address	Add a Web Address	[Have No More to Add]

Preview My Resume				
Your Work Experience				
You currently have no work experience on file.				
Add Work Experience [I Have No More to Add]				

Work experience was successfully created.

Select Occupation Code

6 Matches

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	New Work Experienc
Job Title*	Dental Hygienist
Company Name*	Dr. Doolittle
City*	Chicago
State*	Illinois ▼
Country*	United States ▼
International State/Province	
Start Month/Year*	January 2009
End Month/Year	February 2014 If still employed, leave blank or select "Present"
	Create Work Experience Cancel

New Education			
School*	Any School		
Area of Study*	Dentistry Major for post-secondary education, diploma for high-school education.		
Education Level*	Bachelor's Degree ▼		
City*	chicago		
State*	Illinois ▼		
Country*	United States ▼		
International State/Province			
Start Month/Year			
End Month/Year	If still enrolled, leave blank or select "Present"		
Generate summary*	Yes ▼		
	Create Education Cancel		

Select Career Program

Select the formal career program below that most closely matches your major area of study

Dentistry.

A program that prepares individuals for the independent professional practice of dentistry/dental medicine, encompassing the evaluation, diagnosis, prevention, and treatment of diseases, disorders, and conditions of the oral cavity, maxillofacial area, and adjacent structures and their impact on the human body and health. Includes instruction in the basic biomedical sciences, occlusion, dental health and prevention, oral pathology, cariology, operative dentistry, oral radiology, principles of the various dental specialties, pain management, oral medicine, clinic and health care management, patient counseling, and professional standards and ethics.

Advanced General Dentistry.

A program that focuses on the advanced study of dental clinical techniques and dental practice issues. Includes instruction in subjects such as the history of dentistry, advanced dental practice management, dental ethics and jurisprudence, social and behavioral science studies of dentistry, advanced restorative dentistry, oral medicine, oral radiology, advanced clinical procedures and technology, and others.

Pediatric Dentistry/Pedodontics.

A program that focuses on the advanced study of the therapeutic and preventive care of the oral health of children from birth through adolescence, and the care of adults with physical, mental, and emotional disabilities. Includes instruction in developmental oral biology, preventive medicine, diet therapy and counseling, patient management, pediatric restorative procedures, pulp therapy, trauma management, anesthesia, treatment planning, patient management, and the treatment of handicapped patients.

Advanced/Graduate Dentistry and Oral Sciences, Other.

Any instructional program in advanced/graduate dentistry and oral sciences not listed above.

Pediatric Dentistry Residency Program.

A residency training program that prepares dentists to provide primary oral health care to infants, children, and adolescents, including patients with medical, physical or mental disabilities, and to treat a wide variety of dental problems for these patients. This CIP code is not valid for IPEDS reporting.

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Education was successfully updated.

Dentistry Your Talents

- Provide professional consulting services to government or industry.
- Compile bibliographies of specialized materials for outside reading assignments.
- Participate in campus and community events.

«First «Prev 1 2 3

Update Education

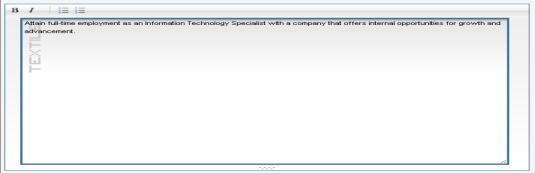


Check the boxes next to the sections you would like to have show on your resume.

Which would you like to display on your resume?*

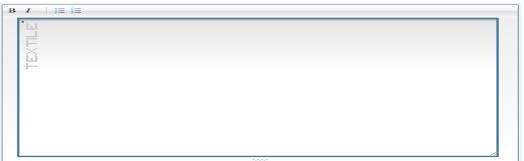
- Display Objective Statement
- Display Summary of Qualifications

Objective Statement



Check spelling

Summary of qualifications



Check spelling

Contact Method

- Address 4108 S. Prairie Avenue Edit
- Phone Number 7734703803 Edit
- □ Email Address angeliajohnson60649@yahoo.com Edit
- ✓ Etsy site http://www.etsy.com/shop/FiberStore?ref=12 Edit

References

Add New Reference

Update Resume

Resume was successfully updated. It is recommended that you include at least two methods of contact on your resume. It is recommended that you include at least one education experience on your resume. Proceed anyway Go back and revise my resume

Resume Preview

First Name

First.Name@illinois.gov

Dental Hygienist

- Demonstrated leadership during tenure as shift supervisor
- Displays sensitivity, integrity, compassion and respect towards patients and family members

Work Experience

Dental Hygienist

Dr. Rosenburg Chicago, IL January 2009-March 2014

- Clean calcareous deposits, accretions, and stains from teeth and beneath margins of gums, using dental instruments
- · Record and review patient medical histories
- · Examine gums, using probes, to locate periodontal recessed gums and signs of gum disease
- Provide clinical services or health education to improve and maintain the oral health of patients or the general public
- · Expose and develop x-ray film
- · Chart conditions of decay and disease for diagnosis and treatment by dentist
- Maintain dental equipment and sharpen and sterilize dental instruments · Apply fluorides or other cavity preventing agents to arrest dental decay
- Feel lymph nodes under patient's chin to detect swelling or tenderness that could indicate presence of oral cancer
- · Administer local anesthetic agents
- · Documenting/Recording Information
- Experience with: Δir ahrasion equipment. Δir-driven dental polishers. Aspirating.

Dental Hygienist

Dr. Millers Chicago, IL January 2005-January 2009

- · Prepare patient, sterilize or disinfect instruments, set up instrument trays,
- prepare materials, or assist dentist during dental procedures
- Expose dental diagnostic x-rays
 Record treatment information in patient records
- · Provide postoperative instructions prescribed by dentist
- · Assist dentist in management of medical or dental emergencies
- Take and record medical and dental histories and vital signs of patients
- · Instruct patients in oral hygiene and plaque control programs Order and monitor dental supplies and equipment inventory
- · Assisting and Caring for Others
- Organizing, Planning, and Prioritizing Work
- · Inspecting Equipment, Structures, or Material
- · Making Decisions and Solving Problems
- · Experience with: Bitewing film holders, Collar scissors

Master's Degree, Dental Hygiene/Hygienist

Charleston Southern Unversity

- Clean calcareous deposits, accretions, and stains from teeth and beneath margins of gums, using dental instruments
- · Record and review patient medical histories
- · Examine gums, using probes, to locate periodontal recessed gums and signs
- Feel and visually examine gums for sores and signs of disease
- · Expose and develop x-ray film
- Chart conditions of decay and disease for diagnosis and treatment by dentist
- · Maintain regularly scheduled office hours to advise and assist students
- Maintain patient recall system
- Getting Information
- Processing Information
- Analyzing Data or Information
- · Experience with: Air abrasion equipment, Air-driven dental polishers, Air/water syringes, Bite wings

Thank You!